

**FORM GPF -10-A**

**FORM OF APPLICATION FOR FINAL PAYMENT/TRANSFER TO BODIES CORPORATE /OTHER  
GOVERNMENT OF BALANCE IN THE GENERAL PROVIDENT FUND ACCOUNT**

To,

The Senior Deputy Accountant General (A&E)

\_\_\_\_\_  
\_\_\_\_\_

**(Through the Head of office/Department)**

Sir,

I am due to retire /have retired/have proceeded on leave preparatory to retirement for \_\_\_\_\_ month /have been discharged /dismissed /have been permanently transferred to \_\_\_\_\_/have resigned finally from Government service under \_\_\_\_\_ Government to take up appointment with \_\_\_\_\_ and my resignation has been accepted with effect from \_\_\_\_\_ forenoon /afternoon. I joined service with \_\_\_\_\_ on \_\_\_\_\_ forenoon/afternoon.

2. My Provident Fund Account No. is \_\_\_\_\_.

3. My specimen signature in duplicate, duly attested by another gazetted officer is enclosed.

4. In continuation of any application for final payment sent to you vide No. \_\_\_\_\_

dated \_\_\_\_\_. I request that the balance in my provident fund Account may please be paid to me.

I request that the entire amount at my credit with interest due under the rules may be paid to me through \_\_\_\_\_ Treasury/Sub Treasury/may be transferred to my provident fund account .My provident fund Account No. \_\_\_\_\_.

5. A sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_)

was last deducted as provident Fund subscription and recovery on account of refund of advance from my pay bill for the month of \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_)

encashed on \_\_\_\_\_ at \_\_\_\_\_ Treasury /Sub –Treasury.

6. I certify that I have neither drawn any temporary advance nor made any final withdrawal from my Provident Fund Account during the 12 months preceding the date of my quitting service under \_\_\_\_\_.

**OR**

Details of the temporary advance drawn by me /final withdrawals made by me from my Provident Fund Account during the 12 months preceding the date of my quitting service under \_\_\_\_\_ Government /preceding on leave preparatory to retirement or thereafter are given below:

<b>Sn.</b>	<b>Amount of advance</b>	<b>Date</b>
1.	_____	_____
2.	_____	_____

7. I hereby certify that no amount was withdrawn /the following amount were withdrawn by from my Provident Fund Account during the 12 months immediately proceeding the date of my quitting service under \_\_\_\_\_ Government /proceeding on leave preparatory to retirement or thereafter or the payment of insurance premia or for the purchase of new policy .

<b>Sn.</b>	<b>Amount of advance</b>	<b>Date</b>
1.	_____	_____
2.	_____	_____

8. The particulars of the Life insurance Policies financed by me form the Provident Fund which are to be released by you are given below.

<b>Policy No.</b>	<b>Name of the company</b>	<b>Sum assured</b>
1.		
2.		
3.		
4.		

Yours faithfully,

Station

Signature

Date

Name and Address

**Certificate by the Head officer /Department:**

1. Forwarded in continuation of endorsement No. \_\_\_\_\_  
Dated \_\_\_\_\_

a) It is certified that after due verification with reference to the records in the office ,that no temporary advance /final withdrawal was sanctioned to the applicant from his/her provident fund account during the 12 months immediately proceeding till date of his/ her

Quitting service under \_\_\_\_\_ Govt./proceeding on leave preparatory to retirement or thereafter.

**OR**

2. It is certified that after due verification with reference to the records in my office ,that the following temporary advances /final withdrawals were sanctioned and drawn by the applicant from his/her provident fund account during 12 months immediately proceeding the date of his/her quitting service under \_\_\_\_\_ Govt./proceeding on leave preparatory to retirement or thereafter.

<b>Sn.</b>	<b>Amount of advance /withdrawal</b>	<b>Date</b>	<b>Voucher No.</b>
1.			
2.			
3.			

It is certified that no demands /following demands of Government are due for recovery.

3. Certified that he /she has not resigned from Government service with prior permission of the central government to take up appointment in another department of the central Government or under a State Government or under a body corporated owned or controlled by the state.

**Signature of the Head of Office /  
Department**